

HULMEVILLE BOROUGH COUNCIL
Meeting Minutes
February 6, 2017

The regular monthly meeting of the Hulmeville Borough Council was held on the above date at the Borough Hall, 321 Main Street.

Councilmember's Present

Thomas Wheeler, President
Debbie Mahon, Vice President
Mallory Menta
Dale Walton Jr.
Judy Coleman
Dan Mandolesi
Nick Lodise

Staff in Attendance

Solicitor Robert DeBias
Authority Chair Jim Clark
Secretary Dorothy Omietanski
Treasurer Diane McKairnes
Fire Marshal Bill Wheeler
Mayor Dave Harris
Police Chief Bob Juno

Councilmember's Absent: none

Staff Absent: Water & Sewer Clerk Pat Slater

Guests in Attendance: Ron Robbins, Sheri Wheeler, Chris Steward and Kurt Ludwig

Call to Order: Mr. Wheeler called the meeting to order at 7:40pm; all those present joined in the Pledge of Allegiance.

Minutes:

Motion made by Mr. Mandolesi seconded by Ms. Mahon to approve the minutes of January 3 and 17, 2017; Motion passed with all in favor 7-0-0.

Public Comment: none

Police Report:

- Mayor Harris read the report for the month of January 2017: 8 Incidents, 15 Traffic, 3 Parking, 0 Accidents, 3 Assists, 0 Summary, 1 Criminal, 20 District Court, 0 County Court, 0 EMS for total hours worked: 230, Total Salary \$5,169.50.
- The police had 8 hours of training and 2 hours working on the new computer system.

Borough Property:

- Borough Property Heater – The 4-year-old heater unit at borough hall was in need of repairs. The ex haust pipe cracked, and the flow valves were corroded. The plumbing and mother board needed to be replaced. The total cost for all repairs were \$3,185.93. Mr. Mandolesi said that council would need to monitor the piping, because the acid will eat away at the piping again. If we catch it before it springs a leak the repairs will not be as costly. Mr. Mandolesi had to pay \$1,000 for the parts, and the balance is due.

Motion made by Mr. Mandolesi seconded by Mr. Walton to approve the total cost for repairs of the heater unit at borough hall for \$3,185.93, \$1,000 which was already paid and the balance due of \$2,185.93 to be paid to JK Enterprises; Motion passed with all in favor 7-0-0.

Zoning:

- Mr. Mandolesi read Ms. Juno's report for December 2016 and January 2017. Ms. Juno had email correspondences with Monica Dionne, owner of 523 Main Street, and Re Max Conveyancing regarding 320 Main Street. Ms. Dionne submitted a proposal for an efficiency unit at 523 Main Street. Ms. Juno reviewed Ms. Dionne's application, and emailed her a denial letter along with a hard copy sent via certified mail to the owner explaining why.

Water and Sewer:

- Allstate Power Vac – Allstate came back to complete the work they had started in 2013 to receive their final payment. Carroll Engineering outlined for them what needed to be done.
- Rate Increase Carroll Engineering - Mr. Clark received a notice that Carroll Engineering will be raising their rates by 3%. Mr. Clark has been very satisfied with their work so far, and feels the increase is a standard increase amount.
- DEP Act 537 Plan - Mr. Clark received the DEP preliminary review of the Authorities Act 537 Plan. They have a list of items that need to be reviewed. Mr. Clark will be scheduling a meeting to review all suggestions and determine a plan of action.
- New Billing System – Mr. Clark is still working on the billing software. He is still trying to configure the system.
- Meter Installation – BCWSA has installed 29 meters to date at a cost of \$79,000.
- Old Meter Replacement Program – Mr. Clark has been evaluating a bill that he received from Daniel Hillegas, for meters he replaced before BCWSA took over the program. Mr. Clark does not feel the bill he received is accurate, and is not sure what the plumber should be paid. Mr. Clark found many discrepancies in the original bill submitted, so Mr. Clark asked Mr. Hillegas to review the information and resubmit his bill. Mr. Hillegas did submit a new bill, he did change a few addresses where he claims work was done, but the amount he is asking for is still \$1,600. After much discussion council agreed to pay Mr. Hillegas the full amount.

Motion made by Mr. Mandolesi seconded by Mr. Lodise to pay Daniel Hillegas \$1,600 for meter replacements he completed for Hulmeville Water and Sewer; Motion passed 5-0-2.

- Mr. DeBias confirmed that the Water Authority Ordinance was advertised and posted at borough hall.

Motion made by Mr. Walton seconded by Ms. Menta to adopt the Water Authority Ordinance to increase the charge for water in excess of 5,000 gallons a quarter to \$5.25 per 1,000 gallons; Motion passed with all in favor 7-0-0.

Fire Marshal:

- NIMS Training – Both Penndel and Langhorne boroughs are interested in joining Hulmeville borough in NIMS training. Fire Marshal Wheeler will contact NIMS instructors to see what their availability is for scheduling the training.
- RDA Grant – Fire Marshal Wheeler asked council if he could proceed with ordering the radios for the Constable and fire department. Council confirmed that the RDA grant was approved. Fire Marshal Wheeler confirmed that the cost of the radios should be \$13,586.88.

Motion made by Mr. Walton seconded by Mr. Mandolesi to approve the purchase of EMC radios and a radio for the constable along with any support merchandise needed from Wireless Communications not to exceed \$14,422.72; Motion passed with all in favor 7-0-0.

- Residential Sprinklers – Fire Marshal Wheeler asked council if they had a chance to review the information he emailed them regarding residential sprinklers. The Mayor feels that council should first focus on passing the inspection ordinance before a sprinkler ordinance. The Mayor also feels council should do a bit more research on why the surrounding boroughs do not have a sprinkler ordinance. Bristol Borough had a sprinkler ordinance, but pulled it, Middletown was considering one, but did not pass it, and no other surrounding boroughs have one in place. Fire Marshal Wheeler explained that the primary purpose of the sprinklers is to save lives, however many times it also puts out the fire. Fire Marshal Wheeler also pointed out that it would be better to have the ordinance in place before new construction started on the Black property. Council did agree that more research needs to be done, and it is something that needs to be pursued.

Lights:

- There is a light out on Hulme.
- There is a new pole at Washington and Ford that needs a light.

Streets:

- Culver Repairs - Mr. Lodise did contact Ms. Davis regarding the storm water culver repairs. They gave him information regarding an agility program, which he still needs to follow up on. The program seems to be a type of grant to help assist with the cost. Mr. Mandolesi was speaking to Bryan Allen regarding the culver issue. He mentioned to Mr. Allen that the damage to the culvers seemed to happen during the detour, and that PennDOT should pay the cost for repairs. Mr. Allen said he would look into it and get back to the borough. According to Mr. Lodise the borough is responsible for repairs, because the culvers were installed in the 1800's.
- The list of roads for district 6 scheduled for repaving for the next five years was published. There were no roads listed for Hulmeville. Mr. Wheeler does not feel that our roads will last past five years. Mr. Lodise said he would follow up regarding the list and why we are not on it.

Personnel:

- Flood Plain Administrator – Mr. Walton wanted to confirm with council that Ms. Juno will now be the Flood Plain Administrator. Ms. Juno did confirm that she would take on the added responsibility, however it was never discussed if she would also be the flood plain manager, or if someone else would need to be hired to work under her. Council did confirm that they would pay Ms. Juno the same rate she is currently receiving as Zoning Officer, and it would be on an hourly rate. Mr. Mandolesi will contact Ms. Juno, and schedule a meeting for February 16th, if she is available, to review the fee schedule and discuss her added responsibilities.

Finance:

- Ms. Coleman informed council that once they confirm Ms. Juno's new pay fee council may need to adjust the budget accordingly.

MS4:

- Ms. Mahon is working with Ryan Idel an Eagle Scout for the storm drain medallions for Hulmeville Borough. Payment in the amount of \$418.95 was made to DAS Manufacturing, Valrico, FLA. for 70 markers/medallions and 5 tubes of marker adhesive. The medallions have been approved and are currently being created. They will be mailed to Ryan's home.
- A new quarterly newsletter will be mailed in February to inform residents and business owners of town updates in all matters in the borough.

TMDL:

- TMDL No1: encourage riparian forest buffers for all residents along the creek
- TMDL No 2: conduct site inspections to encourage down spout disconnect
- TMDL No 3: install at least 3 trees (evergreen or deciduous) over the next year – note the trees must be 4 - 1/2 feet tall with a 2 - 1/2-inch trunk.
- TMDL No 4: for future borough owned property, look into infiltration measures
- TMDL No 5: modify basins for increased infiltration reduction
- TMDL No 7: install 4 rain barrels over the next year and encourage home owners to do the same
- TMDL No 8: additional provisions:
 1. Complete 2 street sweepings over the next year
 2. Possibly install 5 inlet filters over the next year
 3. Schedule storm drain cleaning of 17 drains over the next year. Ms Mahon has been in contact with John Butler from BCWSA and is waiting for prices, and a schedule to complete the storm drain cleaning.
 4. Continue with the 4 leaf pickups through the fall/winter season
- Gather needed addresses/contacts of all buildings in floodplain for mailing Best Management Practices (BMP's) information www.buckscounty.org/forms/PublicAccess
- Discuss Sump Pump inspections to include disconnecting downspouts that go directly to impervious surfaces or storm drains

Floodplain:

- Mailing - For all residents in and out of floodplain, information is being compiled that will be mailed to each resident that explains ACT 167, and the regulations that are in place for best management practices during weather events.
- Private Flood Insurance and One-Stop website www.insurance.pa.gov click on "Coverage" then "Flood"

Storm Water:

- Ms. Mahon has established a good line of communication with the tax collector so she can inform the flood plain manager of new residents so in turn the manager can inform residents of what to do in the event of a storm with possible high waters.
- Ms. Mahon is following up on a call that came in from a resident, Keith Scott regarding flood insurance.

Trash:

- Trash Fees - In 2016 there were 4 properties that did not pay their taxes and the tax collector is going to place a lien on them. The lien does not include the trash fee that is attached to the

original tax statement. Right now, there are 7 trash bills not paid from 2016 that will need to be followed up with another bill. Trash is not a municipal service, and cannot have a lien placed on it. The tax collector recommends keeping the trash bill attached to the taxes, and follow up with an additional bill if taxes are not paid. Council will need to make a motion that any trash bills not paid by January 1 will receive a second bill with a penalty from the tax collector. Mr. DeBias will need to rewrite the boroughs ordinance to reflect the borough sending out a second bill if the first tax bill is not paid with a 10% penalty at 18%.

Solicitor Report:

- Flood Plain Ordinance – Mr. DeBias confirmed that the Flood Plain Ordinance was advertised and posted at Borough Hall.

Motion made by Ms. Mahon seconded by Mr. Lodise to adopt the revised Flood Plain Ordinance; Motion passed with all in favor 7-0-0.

Mayor: no report

Treasurer's Report: Treasurer's Report of February 6, 2017 was made available for inspection:

• General Fund Checking Balance as of January 1, 2017:	\$ 45,000.27
Expenses Totaled:	\$ -30,161.08
Income Totaled:	\$ 13,802.43
General Fund Checking Balance as of January 31, 2017:	\$ 28,641.62
• Sewer Fund Checking Balance as of January 1, 2017:	\$ 97,252.78
Interest Totaled:	\$ 4.15
Expenses Totaled:	\$ -29,242.28
Income Totaled:	\$ 43,919.17
Sewer Fund Checking Balance as of January 30, 2017:	\$ 111,929.67
• Sewer Fund PLGIT Balance as of December 1, 2016:	\$ 381,755.09
Interest	\$ 109.71
Deposit	\$ 30,000.00
Expense	\$ - 0
Sewer Fund PLGIT Balance as of December 31, 2016:	\$ 411,564.80
• Highway Aid PLGIT Balance as of December 1, 2016:	\$ 35,463.83
Interest	\$ 11.15
Deposit	\$ 5,248.34
Expenses	\$ 0
Highway Aid PLGIT Balance as of December 31, 2016:	\$ 30,723.32
• General Fund PLGIT Balance as of December 1, 2016:	\$ 11,961.16
Police Fines	\$ 215.94
Interest	\$ 11.03
Deposits	\$ 43,995.66
Expenses Total:	\$ 0
General Fund PLGIT Balance as of December 31, 2016:	\$ 56,184.79

Bills: A copy of the bill list dated February 6, 2017 was provided to Council, and offered for review by the public. Ms. McKairnes added ten bills: PECO \$656.80, Bucks County Courier \$203.59, Sparkle Professional \$93.76, JK Enterprises \$2,185.93, MJ Reider \$70.00, Bucks County Courier

Times \$203.59, BCWSA \$7,904.24, Carroll Engineering \$1,559.30, Carroll Engineering \$208.75 and Middletown Township \$420.98.

- **General Fund** beginning balance as of January 1, 2017: \$ 20,830.89
ending balance as of February 8, 2017: \$ 238.99
- **Sewer & Water** beginning balance as of December 5, 2017: \$ 111,509.24
ending balance as of December 9, 2017: \$ 80,967.41
- **Highway Aid** beginning balance as of November 7, 2017: \$ 40,694.55
ending balance as of November 7, 2017: \$ 32,917.23

A motion was duly made by Mr. Mandolesi seconded by Ms. Menta, and carried unanimously to approve the bill list dated February 8, 2017; motion carries 7-0-0.

Correspondence: none

Old Business:

- Open Space – They had to move the review of the boroughs application to their February meeting because they received too many applications to review in one meeting.
- Workers Compensation – Both Middletown and Hulmeville Borough have agreed to schedule a meeting between the solicitors to work out who pays the workers compensation. This year William Penn Fire Company has agreed to pay the borough.
- KKL – KKL sent the borough a letter announcing that they are suspending active development on Lot #52 on Main Street. They would like to combine all three lots that they now own, and would like to clean up the trash dump that currently exists on some of the land. Their goal is to pursue trash removal with the assistance of The Bucks County Redevelopment Authority. They are requesting that all unused escrow funds be returned to him at this time. Mr. Canales performed a field inspection of the property, and has made a recommendation that the funds not be released. There are several issues with the property the way it currently stands that would need to be addressed before he would recommend releasing the funds. Mr. Canales stated four issues that would need to be addressed:
 1. There are construction activities that are located outside the approved limits of disturbance that need to be rectified.
 2. They need to bring the site into compliance with BCCD rules and regulations.
 3. The traffic control sign located on the ground at the eastern corner with Main Street shall be re-installed.
 4. All test pits and excavations be filled in and the site secured to the Borough's satisfaction.
- Tax Collector Rate – The current tax collector rate is \$2,640/ year. Council agreed to give the tax collector a 10% increase.

Motion made by Ms. Mahon seconded by Ms. Menta to approve the increase of the tax collector's salary to \$2,900 per year for 4 years; Motion passed with all in favor 6-1-0. (Mr. Wheeler abstained from voting)

- Elections – The paperwork is due on March 7, 2017.
- Soup Night – Annual soup night is February 25th at Neshamony Methodist Church.

The meeting was adjourned at 10:23 pm; motion made by Mr. Lodise seconded by Ms. Mahon.

Respectfully Submitted

Dorothy Omietanski,
Hulmeville Borough Secretary